



COUNTY OF SAN DIEGO
Great Government Through the General Management System – Quality, Timeliness, Value
DEPARTMENT OF HUMAN RESOURCES

CLASS SPECIFICATION

CLASSIFIED

GARDENER I
GARDENER II

Class No. 006320
Class No. 006305

■ CLASSIFICATION PURPOSE

To perform horticultural and grounds maintenance and care; and to perform related work.

■ DISTINGUISHING CHARACTERISTICS

Gardener I:

This is the entry-level class. Incumbents, under immediate supervision, perform unskilled to semi-skilled horticulture and grounds maintenance duties.

Gardener II:

This is the journey-level class. Incumbents, under general supervision, perform skilled horticulture and grounds maintenance duties and may provide technical guidance and training to staff involved in grounds maintenance activities.

■ FUNCTIONS

The examples of functions listed in the class specification(s) are representative but not necessarily exhaustive or descriptive of any one position in the class(es). Management is not precluded from assigning other related functions not listed herein if such duties are a logical assignment for the position.

Gardener I

Essential Functions:

1. Mows, edges, irrigates, and applies fertilizer.
2. Weeds and sprays planted areas.
3. Rakes leaves, sweeps sidewalks, grounds, and other areas.
4. Maintains tools and equipment to ensure safety.
5. Prepares lawns for new planting;
6. Removes and transports trash and brush.
7. Prunes and trims plants and shrubs.
8. Reads container labels of chemicals for proper application.
9. Transplants and removes shrubs and trees.
10. Operates power mowers, edgers, and other equipment and hand tools.
11. Provides responsive, high quality service to County employees, representatives of outside agencies and members of the public by providing accurate, complete and up-to-date information, in a courteous, efficient and timely manner.

Gardener II

Essential Functions:

All the duties listed above and

1. Prepares and treats soils for planting, schedules and rotates plantings.

2. Raises plants in hot frames and seed flats.
3. Repairs and maintains sprinkler systems.
4. Performs the more skilled horticultural and grounds development, improvement, and maintenance functions.
5. Serves as a lead worker in providing technical guidance and training to subordinate gardeners and others.

■ KNOWLEDGE, SKILLS AND ABILITIES

Knowledge of:

The following apply to both classes:

- Variety of plants and their proper care.
- Methods of soil conditioning and preparation.
- Methods and precautions for applying fertilizers, pesticides, and other chemicals.
- Proper watering techniques.
- Methods and practices of gardening and lawn installation and maintenance.
- Safe work practices when operating power equipment and tools.
- Rules, regulations, and laws related to plant propagation and control.
- Basic mathematics.
- County customer service objectives and strategies.

Gardener II (in addition to the above):

- Installation, maintenance, and repair of sprinkler systems.
- Sprinkler system timing devices.
- Horticultural grounds development.
- Practices of supervision.

Skills and Abilities to:

The following apply to both classes:

- Operate and perform routine maintenance on garden equipment such as mowers, edgers, and other equipment.
- Add, subtract, multiply, and divide to order supplies, calculate areas and mix chemical solutions.
- Apply safety knowledge regarding pesticide application.
- Enter data into a computer system.
- Effectively communicate orally and in writing.
- Establish effective working relationships with management, employees, employee representatives and the public representing diverse cultures and backgrounds.
- Treat County employees, representatives of outside agencies and members of the public with courtesy and respect.
- Assess the customer's immediate needs and ensure customer's receipt of needed services through personal service or referral.
- Exercise appropriate judgment in answering questions and releasing information; analyze and project consequences of decisions and/or recommendations.

Gardener II (in addition to the above):

- Read and interpret landscape plans and lay out the landscaping of new areas.
- Provide technical guidelines and training to Gardeners and others.

■ EDUCATION/EXPERIENCE

Education, training, and/or experience that demonstrate possession of the knowledge, skills and abilities listed above. Examples of qualifying education/experience are:

Gardener I: Education, training, and/or experience that demonstrate possession of the knowledge, skills and abilities listed above.

Gardener II:

1. At least one (1) year of full-time experience at the level of Gardener I as used by the County of San Diego; OR,
2. Two (2) years of full-time gardening experience performing the following duties: mowing, edging, irrigating and fertilizing lawns; trimming, planting plants, shrubs, and trees; and operating power mowers, sprayers, edgers, hedge trimmers, blowers and weed eaters; OR,

3. One (1) year of experience as described above AND a minimum of 12 post high school education units in horticulture or nursery and landscape technology or a closely related field.

■ ESSENTIAL PHYSICAL CHARACTERISTICS

The physical characteristics described here are representative of those that must be met by an employee to successfully perform the essential functions of the classification(s). Reasonable accommodation may be made to enable an individual with qualified disabilities to perform the essential functions of a job, on a case-by-case basis.

Frequently sit for extended periods; stand and walk or crouch on narrow and/or slippery surfaces; stoop, kneel, bend to pick up or move objects. Essential functions require physical ability to lift and carry objects weighing up to 50 pounds, and occasionally up to 70 pounds. Normal manual dexterity and eye-hand coordination; corrected hearing and vision to normal range.

■ SPECIAL NOTES, LICENSES, OR REQUIREMENTS

License

A valid California class C driver's license, which must be maintained throughout employment in this class, is required at time of appointment. Employees in this class may be required to use their own vehicle.

Certification/Registration

None Required.

Working Conditions

Work is predominantly outdoors, exposed to varying temperatures and weather conditions; exposure to dust, pesticides, herbicides, and other hazardous materials. Exposure to moderate to high level of noise from moving machinery parts.

Background Investigation

Must have a reputation for honesty and trustworthiness. Misdemeanor and/or felony convictions may be disqualifying depending on type, number, severity, and recency. Prior to appointment, candidates will be subject to a background investigation.

Probationary Period

Incumbents appointed to permanent positions in these classes shall serve a probationary period of 6 months (Civil Service Rule 4.2.5).

New: September 4, 1959 (Gardener II)

August 6, 1961 (Gardener I)

Revised: March 13, 2003

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